

January 5th, 2015 Reorganization Meeting

The Supervisors of Towanda Township met at the residence of Francis Lindsey for the reorganization meeting of January 5th, 2015. At 10:00am the meeting was called to order and a motion was made to appoint Charlotte Sullivan temporary chairman and Lori Kepner temporary secretary by Gary Scranton, seconded by Charlotte Sullivan. Present at the meeting were Francis Lindsey, Charlotte Sullivan, Gary Scranton, Lori Kepner, Ray Green Jr., and solicitor Jonathan Foster.

OFFICERS: A motion was made by Gary Scranton to nominate Frank Lindsey as Chairman, Charlotte Sullivan as Vice Chairman and Gary Scranton as member, seconded by Charlotte Sullivan, all agreed.

Gary Scranton made a motion to appoint secretary/treasurer, Lori Kepner with a cost of living increase of 3%. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to appoint Lori Kepner as our Open Records Officer, Charlotte Sullivan seconded the motion and all agreed.

The appointment of a Zoning Officer on an as needed basis. Jeff Innocenzo will fulfill this position if needed.

Charlotte Sullivan made a motion to appoint Gary Scranton as our Emergency Management Coordinator, and Bill Manvel as the assistant EMA coordinator. Gary Scranton seconded and all agreed.

Gary Scranton made a motion to increase employee's wages with a 3% cost of living increase. The CDL Driver (\$18.50) remained the same as last year. The wages for new hires will be at the discretion of the board of supervisors, depending on experience. Charlotte Sullivan seconded the motion and all agreed.

Charlotte Sullivan made a motion that the recommended wages for the working supervisors to our auditors be as follows: Assistance Road master Frank Lindsey: \$19.60 per hour, with paid overtime(or comp time), holidays, 8 personal days and 4 weeks paid vacation based on a 40 our work week per our employee manual. All other working supervisors will have a rate of \$14.20 per hour with no benefits. Gary Scranton seconded the motion and all agreed.

Gary Scranton made a motion to establish the treasurers bond at \$500,000.00, Charlotte Sullivan seconded the motion and all agreed.

Charlotte Sullivan made a motion to appoint Stiffler & McGraw Associates as our engineer, Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion to appoint Mike Welliver as Chairman of the Vacancy Board. Gary Scranton seconded and all agreed.

Gary Scranton made a motion to appoint the Assistant Secretary as Charlotte Sullivan. Charlotte Sullivan seconded and all agreed.

Gary Scranton made a motion to appoint Charlotte Sullivan TMA representative, Charlotte Sullivan seconded and all agreed.

Gary Scranton made a motion to appoint Charlotte Sullivan, Avery Boardman, and Dr. Henson Paul Kreischer, and Jody Place as representatives for CBPA, Charlotte Sullivan seconded and all agreed.

Charlotte Sullivan made a motion that whoever wanted to attend could attend the monthly COG meetings and represent the township, Gary Scranton seconded and all agreed. These meetings are normally the last Monday of each month at 7:30PM at the Troy Borough Hall.

Charlotte Sullivan made a motion to retain PLGIT and Citizens and Northern bank as the Township Depositories. Gary Scranton seconded and all agreed. Berkheimer Associates will continue as the Township Earned Income Tax Collector which is in compliance with Act 32. .

Charlotte Sullivan made a motion to retain Jonathan Foster as our township solicitor at a rate of \$100.00 per hour, Gary Scranton seconded the motion and all agreed.

Gary Scranton made a motion to appoint the following members to the Zoning Hearing Board. Charles Strickland, Jeff Innocenzo and Paul Kreischer. Fred Smith will be held as the Zoning Solicitor. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to appoint Charlotte Sullivan as our deputy for the Bradford County Tax Collection Committee. Charlotte Sullivan seconded and all agreed. Gary Scranton will be our first alternate, and Lori Kepner will be our second alternate.

Charlotte Sullivan made a motion to appoint Gary Scranton as representative for the Fire Board, Gary Scranton seconded the motion and all agreed. Meetings are held on the second Tuesday of the month at 6pm at the Towanda Borough Fire Dept.

Gary Scranton made a motion to retain Code Inspections as our Building Permit Official. Charlotte Sullivan seconded the motion and all agreed. Please note fee schedule is on file.

Charlotte Sullivan made a motion to establish the Township meetings to be held at the Towanda Township Municipal Building, 44 Chapel St, Towanda PA 18848, with the dates set forth at the December 2014 Township Meeting. Gary Scranton seconded and all agreed.

Charlotte Sullivan made a motion to certify the voting delegate for the PSATS convention as whoever may attend the convention. This could be a road master, supervisor, or secretary.. Gary Scranton seconded the motion and all agreed.

Charlotte Sullivan made a motion to set rental rates for the equipment:
Backhoe: \$95.00, Lg, truck \$85.00, Sm trk \$70.00, Tar Buggy \$45.00, Stonerake \$35.00, Roller \$70.00, tractor/mower \$185.00; these rates do not include operators wages. The operator must be a Township employer. The contracted Sidewalk snow removal located along South Main Street at \$150.00 per job. Gary Scranton seconded the motion and all agreed.

Gary Scranton made a motion to set taxes as following, seconded by Charlotte Sullivan and all agreed:

Real Estate: 2.48 mills

Spec Fire Tax: 1.91 mills

Real Estate Transfer: .5%

Earned Income: .5%

Total road miles at 13.91

Federal Mileage Rate for 2015 at .575 cents per mile.

Charlotte Sullivan made a motion to authorize payment of everyday utilities bills, etc when due, to avoid late charges. Gary Scranton seconded and all agreed.

Gary Scranton made a motion to donate \$300.00 to the Bradford County Humane Society, \$100.00 donation to the veteran's memorial park, and \$1400.00 to the Towanda Public Library. Charlotte Sullivan seconded and all agreed.

Gary Scranton made a motion to authorize the Road master to make purchases up to \$500.00 without prior approval of the board and will provide the secretary with the purchase information and invoice. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to establish a 5 minute limit on visitors to be heard during our township meetings. Charlotte Sullivan seconded the motion and all agreed.

Gary Scranton made a motion to set holidays & benefits which are to be determined by the employee manual. Charlotte Sullivan seconded the motion and all agreed. Gary also made a motion to review the employee manual this year to be sure that it is up to date.

Charlotte Sullivan made a motion to adjourn, seconded by Gary Scranton and all agreed.

No visitors present.

Signed: _____
Lori Kepner, Secretary

The Supervisors of Towanda Township met at the residence of Frank Lindsey for the regular monthly meeting of January 5th, 2015. The meeting was called to order by Chairman, Frank Lindsey at 11:00am. The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan, Frank Lindsey and Lori Kepner were present. Jonathan Foster, Township Solicitor and Ray Green were also present. Charlotte Sullivan made a motion to accept the previous Regular Meeting Minutes and the Special meeting of December 29th, 2014. Gary Scranton seconded and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report and the bills to be paid list. Gary Scranton seconded the motion and all agreed.

CITIZENS TO BE HEARD

No Visitors at our meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: Nothing new
2. CBPA/CHARLOTTE: Nothing new
3. FIRE REPORT: Nothing new. Minutes have been forwarded when received.
4. ROADS/RAY: They have been plowing and cindering as needed. Bobby McKean has been coming in and helping Ray when he needs him. Sidewalks have been maintained. Ray repaired the corner of Hickory & Center Street which had broken up. We had fuel oil delivered to garage building. They had a problem with the fuel not going in properly from the outside pipe, so they had to fill the tank from the inside of the garage. Ray will look into way this is happening and get it taken care of. We ordered a load of salt. The trucks needed inspected. There was a complaint in the Daily Review about the Township truck not having the Towanda Twp name on it. We had researched this before and we do not have to have our name on the doors. The complaint also said that the township was plowing out private drives, which is not the case. Ray plows out the accesses to the dry hydrants for the Towanda Borough Fire Department for emergency reasons only. These roads and access areas must be kept clean and clear so that the tanker trucks can get to their water supply in case of an emergency. Ray had spoken to Frank about possibly buying a new F550 our current truck needs work on the oil pan and it may be costly. Frank was in favor of researching the cost and etc on a new F550. Ray had Bradco supply give us a quote to work off of. A new truck would be approximately \$77,000.00. The board will review the information and table it to a future meeting. If we decide to purchase a new truck it will be at least six months until we get it because it will have to be built, we would also buy it off the COSTARS program which then we would not need to bid it out.
5. Jonathan's Report: Jonathan talked to Jon Voda about a meeting to discuss Sheppard & Bennett roads he also received the contact information for Chief Oil and Gas. He will get with Ray and Gary when he has a firm date from Jon Voda and the Chief Representative. Jonathan is still working on the Developers Ordinance, we rec'd a draft to review.
6. Miscellaneous: Request for Insurance letters were received and filed. Charlotte Sullivan made a motion that 40 hours of comp time could be carried over from 2014 but this comp time would have to be used by the end of the 1st quarter 2015. Gary Scranton seconded and all agreed. Charlotte would like the secretary to look into the history and documents of the turn back of Lime Street to the property owners. Charlotte Sullivan made a motion to have a special meeting on January 20th, 2015 at 10:00am to pass the PSATS Workers Compensation Ordinance. Gary Scranton seconded and all agreed.
7. Wells/Subdivisions: We received many NOI's there were three located in the Township. They were Hoffman, Farr, and McCabe. Lori gave Gary the NOI's to review.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of February 4th, 2014. The meeting was called to order by Vice-Chairman, Charlotte Sullivan at Noon: The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan, and Lori Kepner were present. Frank Lindsey was absent. Gary Scranton made a motion to accept the Reorganization meeting minutes, the Regular Meeting Minutes and the special meeting minutes. Charlotte Sullivan seconded and all agreed. The treasurer's report was given. Charlotte Sullivan made a motion to accept the treasurer's report and the bills to be paid list with the addition of Jonathan Foster's bill and David Sullivan's bill. Gary Scranton seconded the motion and all agreed.

CITIZENS TO BE HEARD

No Visitors at our meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: They had a budget meeting. The next TMA meeting will be March 16th. We received the December meeting minutes.
2. CBPA/CHARLOTTE: They discussed the Bradford County Commissioners trip to Arkansas.
3. FIRE REPORT: Gary hadn't made the meeting, but when he checked they just discussed the Bailey Building. Lori gave Gary the information on grant money for radios.
4. ROADS/RAY: They have been plowing and cindering as needed. Bobby McKean has been coming in and helping Ray when he needs him; Ray commented that he is dependable, on time and good with the equipment. The sidewalks have been maintained. Ray doesn't think we will need any more cinders at this time. He has cleaned equipment. The F250 has been serviced. He had to replace the rubber cutting edge on the plow. He's been keeping up with the frozen cross pipes. He has a new quote for the truck with the items Frank suggested we put on. We received quotes on replacing the oil pan on the F550. Ray is to make sure the quotes are apples to apples before making a decision on where to get it fixed. Maynard said he was not interested in working on the oil pan on the F550. We did receive a load of salt. Ray has received letters from residents on the great job he has been doing on the roads. Charlotte suggested we put them on file.
5. Jonathan's Report: Lori set up an appointment with Chief, Chesapeake, Jonathan, Ray and Gary to discuss Sheppard and Bennett roads. They will meet on February 4th, 2015. Jonathan is still working on the Developers Ordinance. Jonathan rode by the property in question that the supervisors are concerned about the waste and garbage; he suggested we pass the BOCA Property Maintenance ordinance which would allow the supervisors to try to solve some of the more difficult property maintenance issues within the Township. The supervisors agreed with Jonathan and he is to get a draft around for the Board to review.
6. Wells/Subdivisions: We received 6 NOI's none were in the Township.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

The Supervisors of Towanda Township met at the township building for the regular monthly meeting of March 2nd, 2015. The meeting was called to order by Vice-Chairman, Charlotte Sullivan at 10:00am: The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan, and Lori Kepner were present. Frank Lindsey was absent. Jonathan Foster, Solicitor was also present. Ray Green road master was present. Charlotte Sullivan made a motion to accept the minutes of the previous meeting. Gary Scranton seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list with the addition of Jonathan Foster's bill, David Sullivan's bill and an increased donation to the BC Humane Society of \$325.00 per year instead of \$300.00. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

No Visitors at our meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the December yearend financial report, November 2014 meeting minutes, and the January 2015 meeting minutes. They discussed delinquent bills and the new water system financials.
2. CBPA/CHARLOTTE: They discussed a new Brewery opening up in Sayre. We received a guideline for resources for development, a copy of the February 2015 meeting minutes, and the January meeting minutes. Paul Kreischer stepped down as president.
3. FIRE REPORT: No quorum for the last meeting.
4. ROADS/RAY: They have been plowing and cindering as needed. Terry Sheets stopped by Garage and asked Ray about the possible new F550 truck. Ray thawed pipes, there was an ice issue over the road on Railroad Street related to a Towanda Municipal Authority pipe that had broken but the problem was addressed. Ray had the trucks inspected. Bobby McKean will be on vacation March 8th through the 13th. The sidewalks have been maintained. We had the worst ice storm on February 9th that Ray has seen so far. He adjusted the rubber cutting edge. We had a fuel oil delivery to the garage. We had been provided quotes on repairs to the F550.
5. Jonathan's Report: Lori set up an appointment with Chief, Chesapeake, Jonathan, Ray and Gary to discuss Sheppard and Bennett roads. PVR (Chief) will be working with us on the road issues. Chesapeake however will not. Jonathan is still working on the Developers Ordinance. Jonathan rode by the property in question that the supervisors are concerned about the waste and garbage; he suggested we pass the BOCA Property Maintenance ordinance which would allow the supervisors to try to solve some of the more difficult property maintenance issues within the Township. Jonathan provided a draft for the Board to review. Gary Scranton made a motion to have Jonathan move forward on the Property Maintenance ordinance. Charlotte Sullivan seconded and all agreed. Jonathan will have the legal ad for the meeting. Jonathan explained if there is an emergency and the meeting location has been changed it just needs to be posted on the door with direction and time of meeting.
Karrie Green appointed Lori Kepner as her deputy tax collector which is required by the state. We received a floodplain agreement from Code Inspections Inc. which would allow them to issue permits and inspect the flood plain map and its requirement and approve permits if necessary. Gary Scranton made a motion to approve this agreement. Charlotte Sullivan seconded and all agreed.
6. Wells/Subdivisions: We received 2 NOI's none were in the Township.

The next township meeting will be April 6th, 2015 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

The Supervisors of Towanda Township met at the residence of Francis Lindsey for their regular monthly meeting of April 9th, 2015. The meeting was called to order by Chairman, Francis Lindsey at 9:30am: The Pledge of Allegiance was recited. Gary Scranton, Francis Lindsey, and Lori Kepner were present. Charlotte Sullivan was absent. Jonathan Foster, Solicitor was also present. Ray Green road master was present. Gary Scranton made a motion to accept the minutes of the previous meeting. Francis Lindsey seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Francis Lindsey seconded the motion and all agreed.

CITIZENS TO BE HEARD

No Visitors at our meeting.

NEW BUSINESS:

1. TMA/CHARLOTTE: Nothing new right now
2. CBPA/CHARLOTTE: CBPA dinner April 22nd, 2015
3. FIRE REPORT: Gary didn't attend the meeting but they discussed the Bailey Building.
4. ROADS/RAY: They have been plowing and cindering as needed. Terry Sheets stopped by Garage and asked Ray about the possible new F550 truck. Ray cleaned ditches, and is getting equipment ready for the summer. Gary Scranton made a motion to have the F550 repaired at Williams's garage. Francis Lindsey seconded and all agreed. Ray will drop off F550 to get repaired this month. Gary Scranton made a motion to get new quotes for a new truck (F550), Francis Lindsey seconded and all agreed. Larry Morse will start as a part time as needed laborer in April. Ray getting ready for spring and summer projects. Plows have been put away, he removed a tree that was down on Woodside, and backhoe tire had a slow leak so he had that repaired. He added gravel to Mulcahy road. Ray would like the township and solicitor to send a letter out to a resident along Hettick road about the tree and brush cutting back which will start in May.
5. Jonathan's Report: Jonathan working with PVR (Chief) Sheppard Road issues. Jonathan is still working on the Developers Ordinance. Jonathan drafted an ordinance which we could use to enforce the BOCA Property Maintenance ordinance. The board reviewed the ordinance and Gary Scranton made a motion to have Jonathan advertise to have the ordinance passed at our next meeting. Francis Lindsey seconded and all agreed. They discussed the information on the AECOM, the proposed Power Plant/TMA. The township is in need of a new computer the secretary provided a quote from Northern Tier Regional Planning on a new system for the computer depending on memory from \$600-650, and new screen at approx. \$200 and at the same time we should buy new QuickBooks software to be up to date. Gary Scranton made a motion to purchase a new computer system, he wanted to get the most memory we could for our money. Francis Lindsey seconded and all agreed. Charlotte Sullivan had suggested that Lori Kepner represent the Township of the 2015 PSATS convention in Hershey on April 19th through April 22nd as our voting delegate. Gary Scranton made a motion to send Lori Kepner as our voting delegate to the PSATS convention, Frank Lindsey seconded and all agreed. The BCTOA will pay for half of Lori's expenses to the convention.
6. Wells/Subdivisions: We received 2 NOI's none were in the Township.

The next township meeting will be May 4th, 2015 at 10:00am.

Gary Scranton made a motion to adjourn, Francis Lindsey seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

The Supervisors of Towanda Township met at the residence of Francis Lindsey for their regular monthly meeting of May 4th, 2015. The meeting was called to order by Chairman, Francis Lindsey at 10am: The Pledge of Allegiance was recited. Gary Scranton, Francis Lindsey, Charlotte Sullivan and Lori Kepner were present. Jonathan Foster, Jr, Solicitor was also present. Ray Green road master was present. Gary Scranton made a motion to accept the minutes of the previous meeting. Charlotte Sullivan seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD

Terry Sheets from Bradco Supply and Mike Spolar from Midland Asphalt were present. James Loewenstein from the Daily Review was also present.

NEW BUSINESS:

1. TMA/CHARLOTTE: Nothing new right now. Didn't attend meeting.
2. CBPA/CHARLOTTE: Nothing new right now. Gary Scranton attended the CBPA Spring Dinner.
3. FIRE REPORT: They just discussed the Bailey Building. Gary to review the Hazard Mitigation Plan Resolution provided to the Township.
4. ROADS/RAY:
Ray cleaned ditches, and has been mowing as needed. They had the F550 repaired. Larry Morse started as a part time as needed laborer. Ray waiting on Township solicitor to send a letter out to a resident along Hettick road about the tree and brush cutting back which will start in May. We received a new 2016 F550 truck proposal from Terry Sheets of Bradco Supply in the amount of \$80,722.27 which if purchased will go through the COSTARS program so there will be no need for advertising. Gary Scranton made a motion to purchase a new 2016 F550 quote provided by Terry Sheets, Bradco Supply. Charlotte Sullivan seconded and all agreed. The truck will not be ready for pickup until probably October or November. Mike Spolar provided quotes for repairs to Mulchay Road, Chapel Street, and Franklin Road. All the work needed can be done for approximately \$44894.82. Charlotte Sullivan made a motion to have the repairs done to the roads needed as provided in the quotes. Gary Scranton seconded and all agreed. These repairs will be also done through the COSTARS program. Ray has been helping North Towanda Twp with some of their road repairs. In return they will help us. Ray swept the roads, and rented the sidewalk sweeper, so that is done. The trucks have been inspected. The John Deere tractor needs serviced yet.
5. Jonathan's Report: Jonathan working with PVR (Chief) Sheppard Road issues. Jonathan is still working on the Developers Ordinance. Jonathan had advertised for the passing of ordinance#05-04-2015 which is to enforce the BOCA Property Maintenance code. Gary Scranton made a motion to pass ordinance #05-04-2015. Charlotte Sullivan seconded and all agreed. The new computer system has been ordered. The BCTOA will hold their annual Spring Dinner Meeting on May 21st, 2015 at the Ulster Fire Hall.
6. Wells/Subdivisions: None were in the Township.

The next township meeting will be June 8th, 2015 at 10:00am.

Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

June 10th, 2015

Regular Meeting

The Supervisors of Towanda Township met at the Township building for the Regular Monthly Meeting of June 10th, 2015. The meeting was called to order by Vice Chairman, Charlotte Sullivan at 10am: The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Frank Lindsey was not present. Jonathan Foster, Sr, Solicitor was also present. Ray Green Jr. road master was present. Gary Scranton made a motion to accept the minutes of the previous meeting. Charlotte Sullivan seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD: There were no visitors present.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the February and April meeting minutes. They held general business and discussed the new well in North Towanda Township. There has been cameras installed at the waste station and they are going to start to impose liens on past due bills.
2. CBPA/CHARLOTTE: Nothing new right now. They explained that there would be pipeline construction going on for the next 5 years.
3. FIRE REPORT: They just discussed the Bailey Building and fire cover for the building. Gary to review the Hazard Mitigation Plan Resolution provided to the Township. We received the minutes from the Bradford County Sanitation Committee meeting.
4. ROADS/RAY:
Ray cleaned ditches, and has been mowing as needed. He will be doing a lot of work in the village this year. Mostly pipe work and repairs. He replaced most of the Stop Signs in the Township. We need to check to see if we are responsible for the State to State intersections Stop Signs. He ordered cinders and we will need to purchase one more load of salt. Ray has been told that Hemlock Hill is almost done and that Middendorf would like to tar and chip the road. Ray will get with Greg Dibble and see if he can meet with him to go over road. Ray is concerned about all the issues with the road not being taken care of before we were to take over the road. The Township will only take over the road when they are sure all issues are resolved and it is in the best interest of the Township to take it over. They will make sure that the plans that were submitted are followed and approved. If we receive the bill from Midland which includes \$900.00 for flagging; we are not paying for the flagging. Ray went and took pictures and video of when they were working and there was no traffic control at all except a stationary flag out which stated road work ahead. We had a complaint from a resident that they almost hit Midland when they were working. Gary had also driven by and noticed no flaggers. On Mulcahy Road the quote provided did not include purchase of stone which would be approximately \$9000.00. Ray wanted to make sure the Township was aware of that. Ray will keep a close eye on all projects which the Township will be doing.
5. Jonathan's Report: Jonathan working with PVR (Chief) Sheppard Road issues. We need to see where Chief stands on Sheppard road as soon as possible. Jonathan is still working on the Developers Ordinance. Jonathan drafted a letter for the removal of tree branches within the Township right of way. The board reviewed the letter. Ray will try to talk to residents when he starts cutting back roads first, before we send out the letter. We will only send the letter out if Ray has issues and problems. Also there have been complaints about the Dupont property and Ray is to take pictures and send them to the Township and then we will forward them to Jonathan. The Dupont property is in violation of the Towanda Property Maintenance ordinance.

6. Wells/Subdivisions: The NOI's were given to Gary for review. None in Towanda Twp.

The next township meeting will be July 13th, 2015 at 10:00am. The supervisors discussed changing the August meeting to August 10th, 2015 and the September meeting to the 9th, 2015. The supervisors are to check their calendars and will confirm at the July meeting. Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

July 2nd, 2015

Regular Meeting

The Supervisors of Towanda Township met at the Township building for the Regular Monthly Meeting of July 2nd, 2015. The meeting was called to order by Vice Chairman, Charlotte Sullivan at 1:30pm: The Pledge of Allegiance was recited. Gary Scranton, Charlotte Sullivan and Lori Kepner were present. Frank Lindsey was not present. Jonathan Foster, Sr, Solicitor was also present. Ray Green Jr. road master was present. Gary Scranton made a motion to accept the minutes of the previous meeting. Charlotte Sullivan seconded and all agreed. The treasurer's report was given. Gary Scranton made a motion to accept the treasurer's report and the bills to be paid list. Charlotte Sullivan seconded the motion and all agreed.

CITIZENS TO BE HEARD: There were no visitors present.

NEW BUSINESS:

1. TMA/CHARLOTTE: We received the June TMA agenda, and the May 2015 meeting minutes. They have started to impose liens on past due bills.
2. CBPA/CHARLOTTE: Several businesses are applying for grants. We received the agenda from the June 24, 2015 meeting and the minutes from the May and June 2015 meeting. Charlotte also attended the Northern Tier Prep shale gas supplier network meeting on June 5th, 2015.
3. FIRE REPORT: Nothing new right now.
4. ROADS/RAY:
They have been mowing as needed and cleaning out ditches. Ray has ordered cinders once cinders are in we will order another load of salt. He has been patching Bennett, and Johnston roads. There was a tree down on Franklin that he took care of. He replaced blinker light on top kick. Tip Top and Sheppard roads are rough. Gary Scranton made a motion for Ray Green to purchase any signs he needs for road repairs and safety of our township. Charlotte Sullivan seconded and all agreed. The board went over issues not completed on Hemlock Hill Road yet. Ray met with Greg Dibble to discuss problems and will also discuss with the Bradford County Planning Commission Engineer.
5. Misc:
 - a. Jonathan's Report: Jonathan working with PVR (Chief) Sheppard Road issues. Jonathan is still working on the Developers Ordinance. Jonathan drafted a letter for the removal of tree branches within the Township right of way. Ray will try to talk to residents when he starts cutting back roads first, before we send out the letter. Jonathan has drafted a letter on a property which is in violation of our property maintenance code and will send out the letter when finished.
 - b. The township will be closed on July 3rd, 2015.
 - c. Garbage was thrown along Railroad Street. DEP will look into this matter. Ray has also had some issues with complaints on four wheelers within the village and he has addressed this matter for now.
 - d. Correspondence was received and forwarded throughout the month.
6. Wells/Subdivisions: The NOI's were given to Gary for review. There was just one in Towanda Twp the Rose Well.

The next township meeting will be August 10th, 2015 at 10:00am. Gary Scranton made a motion to adjourn, Charlotte Sullivan seconded the motion and the vote was unanimous.

Lori Kepner, Secretary _____

TOWANDA TOWNSHIP SUPERVISORS

Regular Monthly Meeting

August 10, 2015 – 10:00 AM

The Regular Monthly meeting was held on Monday, August 10, 2015 at 10:00 AM. The meeting was called to order by Vice Chairman, Charlotte Sullivan. Present were: Supervisors Charlotte Sullivan and Gary Scranton, and Raymond Green Jr., Road Master. Also present were Jonathan P. Foster Sr., Esquire. Absent were Frank Lindsey, Supervisor, and Lori Kepner, Secretary-Treasurer.

The Pledge of Allegiance was recited

Minutes of the July 2, 2015 meeting were approved. Motion by Gary Scranton and seconded by Charlotte Sullivan.

Treasurer's Reports were approved. Motion by Gary Scranton and seconded by Charlotte Sullivan.

Towanda Municipal Authority and Central Bradford Progress Authority organizations were recessed for the month of July.

Fire Report: Gary Scranton attended the meeting which had a quorum present. Most of the meeting was taken up by the Riverfest scheduled for August 20, 21 and 22 in Towanda Borough. Other discussion was held regarding repairs to a fire truck. Also discussed was the weather report for Towanda Township. Gary is to check with the Fire Dept on some possible help with the pipe on Railroad St, to flush the pipe clear.

Road Report by Ray Green: On July 26th, we received 4 inches of rain in an hour. We had severe washout and ditch erosion on the following roads. Franklin, Patton, Hettich, Woodside, and TipTop. We had already rented a skid steer from Bradco Supply to do other work; we will use it to do much of the work on these roads also. We will be purchasing most of our stone through Lopke who is on the COSTARS program. We've received all cinders and salt orders that we needed for the winter season. The new Salt program will start in September. They mowed as needed. They changed the oil on the F250, cleaned the ditches in the village, ordered oil and filters from Five Star Equipment, repaired the pipe on Mulcahy Road, they serviced the F550, and changed out the cutting edge on the Backhoe

Emergency Management: The storm of July 26, 2015 was reported by Gary Scranton as a "Declaration of Disaster" to the County and was accepted by the State, Bradford County, and PIMA as an approved declaration dated July 26, 2015.

Miscellaneous Business. Jonathan reported on a proposed road paving ordinance. He has researched road paving requiring developers to pave roadways. It was voted to table this until the September meeting. Jon's other three items proposed for discussion were held for an executive session at the end of this board meeting.

Correspondence. None left by Secretary for this meeting. Meeting adjourned at 10:00AM

Next Township Meeting is scheduled for September 1, 2015 at 10:00 AM.

Charlotte S. Sullivan
Acting Recording Secretary

TOWANDA TOWNSHIP SUPERVISORS

Regular Monthly Meeting

September 1st, 2015 – 10:00 AM

The Regular Monthly meeting was held on Thursday, September 1st, 2015 at 10:00 AM at the residence of Francis Lindsey at 1187 Patton Hill Rd, Towanda PA 18848. The meeting was called to order by President Francis Lindsey. Present were: Supervisors Francis Lindsey, Charlotte Sullivan and Gary Scranton, and Lori Kepner, secretary, Raymond Green Jr., Road Master. Also present were Jonathan P. Foster Sr., Esquire. Visitors present were James Loewenstein, from the Daily Review.

The Pledge of Allegiance was recited

Minutes of the August 10, 2015 meeting were approved. Motion by Gary Scranton and seconded by Frank Lindsey.

Treasurer's Reports were approved. Motion by Gary Scranton and seconded by Charlotte Sullivan.

We received a copy of the Minutes for the Towanda Municipal Authority for July and August, also the treasurer report for July and August. We received copy of the agenda for August for the Central Bradford Progress Authority. Otherwise nothing new with CBPA or TMA.

Fire Report: Gary Scranton explained that they talked mostly about Riverfest. Gary is to check with the Fire Dept on some possible help with the pipe on Railroad St, to flush the pipe clear. Gary is working on the paperwork for the storm damage and will keep the Township up to date with all which he is doing. When the Lackawanna College is complete Gary will have to add them to our EMA plan. We are to send a letter to Lackawanna College welcoming them to the Township.

Road Report by Ray Green: They have mowed as needed. They have been cutting back trees along sides of roads to get ready for winter months. They have been completing ditch work and storm repairs. Storm repairs are as follows: Franklin road has been repaired. Patton Hill Rd almost done. Hettick Rd almost done. They repaired concrete blocks on Mulcahy rd. They will tar and chip this week. It is dusting yet. Woodside patching and in village and Tiptop done. They will rent a mini excavating next week to help with maintenance repairs. They had two new tires put on the backhoe. Ray to talk to Greg Dibble about drainage along South Main Street.

Miscellaneous Business. Jonathan is still working on Sheppard road. He has been in touch with Chief. Hopefully it will be resolved soon. Jonathan reported on a proposed road paving ordinance; he is still working on it.

Correspondence. All correspondence had been forwarded to supervisors. Some correspondence was from PennDOT just letting the Township know that in 2016 they will be paving a portion of RT 220. The other notice was about the bank stabilization at Farmer Freds market. Meeting adjourned at 11:15AM

Subdivision/Gas Wells: Gary Scranton had reviewed the Shipp Subdivision and found no adverse comments. No NOI'S were received for the Township.

At this time an executive session was called by Frank Lindsey to discuss possible legal matters within the Township.

Charlotte Sullivan made a motion to come out of executive session at 11:00am. Charlotte Sullivan made a motion to appoint Ray Green Jr as our Code Officer. Gary Scranton seconded and all agreed. Charlotte Sullivan made a motion to have our solicitor write a letter to Scott Middendorf on questions he had about Hemlock Hill Subdivision which was discussed in the executive session. Gary Scranton seconded and all agreed.

Gary Scranton made a motion to adjourn at 11:15am. Frank Lindsey seconded and all agreed.

Next Township Meeting is scheduled for October 5th, 2015 at 10:00 AM.

Lori Kepner, Secretary _____

TOWANDA TOWNSHIP SUPERVISORS

Regular Monthly Meeting

October 5th, 2015 – 10:00 AM

The Regular Monthly meeting was held on Monday, October 5th, 2015 at 10:00AM at the Towanda Township Office. The meeting was called to order by Vice-President Charlotte Sullivan Present were: Supervisors Charlotte Sullivan and Gary Scranton, and Lori Kepner, secretary, Raymond Green Jr., Road Master. Also present were Jonathan P. Foster Sr., Esquire. Francis Lindsey was not present.

The Pledge of Allegiance was recited

Minutes of the September 1st 2015 meeting were approved. Motion by Charlotte Sullivan and seconded by Gary Scranton.

Treasurer's Reports were approved. Motion by Gary Scranton and seconded by Charlotte Sullivan.

We received a copy of the Minutes and agendas for the Towanda Municipal Authority and the Central Bradford Progress Authority. Otherwise nothing new with CBPA or TMA.

Fire Report: Trick or Treat will be on October 29th, 2015 from 6-8pm, Gary to check again with Mr. Roof on helping the township with the flushing of some of our pipes. They discussed how successful river fest was for the Fire Dept.

Road Report by Ray Green: They have mowed as needed. They have been cutting back trees along sides of roads to get ready for winter months. They have been completing ditch work and storm repairs. Storm repairs are as follows: Franklin road done just needs 2a on shoulders. Patton Hill Rd almost done. Hettick Rd done. They still need to finish some patch work; finish mowing for the season, Midland is done on Mulcahy Road. Sheppard Rd done by Vestal Asphalt. They installed a driveway pipe for Roy Schrimp. They need tires for the F250. We contacted the state on the drainage cleaning and the cutting back of brush along south Main Street and the sidewalk. We will wait to see what they have to say. M.R. Dirt will not tar and chip this year.

Miscellaneous Business. Jonathan can take Sheppard road off his list. Jonathan reported on a proposed road paving ordinance; he is still working on it. Jonathan still working on Lime Street paperwork. We sent the notice to Dupont and are waiting on his response. Charlotte Sullivan made a motion to advertise for a CPA firm for 2016. Gary Scranton seconded and all agreed. We need to work on budget items and concerns for the November meeting. We are to type a resolution for the replacement of Ray Stolinas at the planning commission, with our concerns that Ray did all the Comp plan updates, zoning updates, the COGs, mapping, Natural Gas Subcommittee, seminars, and planning help in general. We need to have that level of service to continue. Ray's shoes will be very, very hard to fill, but they need to make a concerted effort to do so. The November meeting needs to be changed. Charlotte made a motion to change the November meeting to November 9th, from November 2nd due to a conflict. Gary Scranton seconded and all agreed.

Correspondence. All correspondence had been forwarded to supervisors. Correspondence received from Penn dot just letting the Township know that in 2016 they will be paving a portion of RT 220. The other notice was about the bank stabilization at Farmer Fred's market.

Subdivision/Gas Wells: Gary Scranton had reviewed the Shipp Subdivision and found no adverse comments. No NOI'S were received for the Township.

Gary Scranton made a motion to adjourn at 11:30am. Charlotte Sullivan seconded and all agreed.

Next Township Meeting is scheduled for November 9th, 2015 at 10:00 AM.

Lori Kepner, Secretary _____

TOWANDA TOWNSHIP SUPERVISORS

Regular Monthly Meeting

November 9th, 2015 – 10:00 AM

The Regular Monthly meeting was held on November 9th, 2015 at 10:00AM at the Towanda Township Office. The meeting was called to order by Vice-President Charlotte Sullivan Present were: Supervisors Charlotte Sullivan and Gary Scranton, and Lori Kepner, secretary, Raymond Green Jr., Road Master. Also present were Jonathan P. Foster Sr., Esquire. Francis Lindsey was not present.

The Pledge of Allegiance was recited

Minutes of the October 5th 2015 meeting were approved. Motion by Charlotte Sullivan and seconded by Gary Scranton.

Treasurer's Reports were approved. Motion by Gary Scranton to accept the treasurer's report and bills to be paid. Seconded by Charlotte Sullivan.

We received a copy of the Minutes and agendas for the Towanda Municipal Authority, the meeting had been canceled. We received minutes etc for the Central Bradford Progress Authority: Paul Kreischer would like to represent Towanda Township and wishes to remain on the CBPA board. Otherwise nothing new with CBPA or TMA.

Fire Report: Trick or Treat went well. Gary talked to Mr. Roof on helping the township with the flushing of some of our pipes. The fire department will help. They would like paid \$250.00 for their services. The board was in agreement with this charge.

Road Report by Ray Green: They have finished mowing for the season and have put all equipment away. All storm repairs have been completed. They have done all seal crack work on roads. They have cleaned up the cemetery for the season. All ditches and pipes have been cleaned and cleared. Ray explained the flushing of the pipes was a huge success and saved countless hours of time for the township. Penn dot did cut back brush along sidewalk, and have cleaned most or not all of the sluices pipes. Our new truck is at Bradco. Ray had to remove a tree that was down on Franklin road. He got new tires for the F250. We have had a lot of compliments this year on the work that Ray and Larry have done on our roads and in general around the Township. We are pretty ready for winter; all cinders and salt are in. Ray will go over trucks to make sure they are ready also for the winter ahead.

Miscellaneous Business. Jonathan can take Sheppard road off his list. Jonathan reported on a proposed road paving ordinance; he is still working on it should have draft ready at next township meeting. Jonathan still working on Lime Street paperwork would like to send letters to property owners stating that it is a paper street and has never been taken over by the Township. Mr. DuPont called the office and will address the issues on his property but would like an extension to get things taken care of. The board was in agreement that if he was willing to work with the Township then they would work with him. Charlotte made a motion to advertise the budget. Gary Scranton seconded and all agreed. Lori will be attending a PSATS finance committee meeting on November 16th, Ray and Gary will be going to flagger training class on November 10th. We had not received any quotes back yet for the CPA firm we will discuss and choose at the next meeting.

Correspondence. All correspondence had been forwarded to supervisors.

Subdivision/Gas Wells: Gary Scranton had reviewed the Hance Subdivision and found no adverse comments. No NOI'S were received for the Township.

Gary Scranton made a motion to adjourn. Charlotte Sullivan seconded and all agreed.

Next Township Meeting is scheduled for December 3rd, 2015 at 5pm at the Township office.

Lori Kepner, Secretary _____

TOWANDA TOWNSHIP SUPERVISORS

Regular Monthly Meeting
December 3rd, 2015 – 5pm

The Regular Monthly meeting was held on December 3rd, 2015 at 5pm at the Towanda Township Office. The meeting was called to order by Vice-President Charlotte Sullivan Present were: Supervisors Charlotte Sullivan and Gary Scranton, and Lori Kepner, secretary, Raymond Green Jr., Road Master. Also present were Jonathan P. Foster Sr., Esquire. Francis Lindsey was not present.

The Pledge of Allegiance was recited

Minutes of the November 9th 2015 meeting were approved. Motion by Charlotte Sullivan and seconded by Gary Scranton.

Treasurer's Reports were approved. Motion by Gary Scranton to accept the treasurer's report and bills to be paid. Seconded by Charlotte Sullivan.

We received a copy of the Minutes and agendas for the Towanda Municipal Authority. TMA considers Lime Street a paper street. We received minutes and agenda for the Central Bradford Progress Authority: Paul Kreischer would like to represent Towanda Township and wishes to remain on the CBPA board. Charlotte Sullivan made a motion to accept Paul Kreischer request to stay on the CBPA board. Gary Scranton seconded and all agreed. Charlotte attended the Bradford County Tax Collection Committee meeting. She provided copies of minutes and agenda for that meeting.

Fire Report: The fire department had helped with the flushing of our road pipes. We sent them a donation of \$250.00 for their services. The board was in agreement with this charge. Ray Green explained it was a huge help for the Township and saved the Township many hours of work.

Road Report by Ray Green: All storm repairs have been completed. They have done all seal crack work on roads. They have cleaned up the cemetery for the season. All ditches and pipes have been cleaned and cleared. We are ready for winter to come all cinders and salt are in and all equipment is ready. Ray and Gary attended the Flagger class and both passed the test.

Miscellaneous Business. Jonathan reported on a proposed road paving ordinance; he is still working on it should have draft ready at next township meeting. Jonathan still working on Lime Street paperwork would like to send letters to property owners stating that it is a paper street and has never been taken over by the Township. Mr. DuPont is working hard on making the property up to par. He has been more then helpful and willing to do whatever he needs to do. After a lot of consideration the board has decided to use their own elected auditors to perform the 2015 audit. The least expensive quote the Township received was \$2500.00. The board feels the current auditors are very capable of doing the audit for 2015. Gary Scranton made the motion to have the elected auditors for Towanda Township do the 2015 audit. Charlotte Sullivan seconded and all agreed. Charlotte Sullivan made a motion to have a special meeting on December 14th, 2015 to approve the budget. Gary Scranton seconded and all agreed. The reorganization meeting will be held on January 4th, 2016 by Second Class Township code.

Correspondence. All correspondence had been forwarded to supervisors.

Subdivision/Gas Wells: No NOI'S were received for the Township.

Gary Scranton made a motion to adjourn. Charlotte Sullivan seconded and all agreed.

Next Township Meeting is scheduled for January 4th, 2016 at 10:00am at the Township office.

Lori Kepner, Secretary _____